

HUNTER BROOK HOMEOWNER ASSOCIATION

ANNUAL MEETING MINUTES

November 3

2014

Annual Meeting of the Board of Directors and Homeowners of the Hunter
Brook Homeowners Association.

**A QUORUM
BEING
PRESENT at the
MEETING**

**NOVEMBER 3, 2014 MEETING MINUTES
ANNUAL MEETING OF THE BOARD OF DIRECTORS AND HOMEOWNERS
OF THE HUNTER BROOK HOMEOWNERS ASSOCIATION**

The Annual Meeting of the Board of Directors of the Hunter Brook Homeowners Association ("HOA") was held on the 3rd day of November, 2014, beginning at 7:00 PM at the Brushy Creek Municipal Utility District Community Center, 16318 Great Oaks Drive, Round Rock Texas. Notice of time, place and the agenda of the meeting, were distributed to each property owner in accordance with the C,C & R's of the Association.

Agenda Item 1: Call to Order.

Meeting was called to order at 7:07PM, Board members present were, Tim Boardman, President, and Judi Sellers, Treasurer and Secretary; the following homeowners were in attendance; Jeff & Allison Cardwell, Rachel Fugatt, Rita Frank, Van Kirkland, Mark Friedrich and Blake Dawes. Homeowners represented by proxy were Joanie Price, Dan & Linda Hattenberger, Ted Frank and Richard Hormuth . A quorum was established at the meeting with Ten (10) homeowners being represented. The sign-in sheet and proxies are hereto attached and become part of the minutes record.

Announcement.

Tim Boardman, President, announced that a full and complete copy of the Minutes & Financial Records of the HOA were present for review by any current homeowner during the meeting.

Agenda Item 2: Consent Agenda.

The Board unanimously approved the Special Meeting of the BOD minutes, in the form presented at the meeting without changes for the September 19, 2014, Board of Directors special meeting held via teleconference. A copy of the meeting minutes were subsequently signed by Judi Sellers and thereafter entered into the HOA Minutes Record Book.

Agenda Item 3: January thru October 2014 Treasury Report.

Judi Seller, Treasurer presented the Treasury Report to attendees. Judi presented the highlights and explanations for the Actual Financials of the HOA for January thru October 31, 2014. A recap of the current Financials, showed balances in Operating Account of \$6,215 and the Reserve Account of \$19,788. Judi further explained, major exception items and the variances from budget to actual expense. It was disclosed that no homeowners were delinquent on dues for FY2014. No extraordinary expense are expected at this time. The Board reasonably expects to end the year with an approximate \$5,400 balance in the operating fund before sweeping the surplus of \$5,000 to the capital account.

Agenda Item 4: Consent Agenda - 2015 Budget.

The proposed 2015 Annual Budget was distributed to the attendees. The annual dues total will be \$9,100, being \$260 per homeowner allocated to the Operating Budget. Each line item for 2015 expenses for the Budget were reviewed by those in attendance.

A motion was made by Tim Boardman to approve the 2015 Budget of \$9,100 and seconded by Van Kirkland. Each homeowner shall be assessed \$260 for CY2015 dues. The budget was unanimously approved. The dues amount of \$260 is due and payable on or before January 31st. After such time, assessed interest penalty at a rate of 1.5% per month on any outstanding balance each month until paid, in addition, a late fee of \$20 per month until paid shall be assessed in accordance with the CC & R's and Bylaws of the HOA.

Agenda Item 5: Board of Director - Elected Officers

No written nomination forms for the Office of President or Sec. or Treas. were received by the Board in accordance with timeline prescribed in the request for nominations.

1. At the meeting by proxy, Ted Frank agreed to the nomination of Treasurer for the HOA. A motion was made by Tim Boardman to approve the nomination of Ted Frank for Treasurer and seconded by Van Kirkland. All in attendance voted aye and Ted will accept his new position in January 2015.

2. At the meeting, Tim Boardman agreed to the nomination of President for the HOA. A motion was made by Judi Sellers to approve the nomination of Tim Boardman for President and seconded by Rachel Fugatt. All in attendance voted aye and Tim accepted the position.

Agenda Item 6: Entrance Beautification Discussion.

1. A Committee was established to explore various options to beautify the subdivision entrance. The committee will consist of the following homeowners: Van Kirkland, Blake Dawes, Linda Hattenberger and Richard Hormuth (Lighting Specialist). The committee shall seek out various vendors and design proposals for review by the Board. Once the Board has made its selections, the Board will call a subsequent meeting with all homeowners to review and discuss the options put forth, by were the homeowners will vote on which proposal is best suited for the neighborhood, or not at all. This project will **NOT** be a Board only decision. The Board is looking for homeowners consensus to move such a project forward.

Agenda Item 7: Open Discussion, Q&A.

1. Linda Hattenberger was the HOA representative on the Brushy Creek MUD, Parks and Recreation Committee this past year. Linda has agreed to continue her appointment as the Primary HOA Parks and Recreation representative for CY2015. Linda provided to the Board, an update of District current parks projects and initiatives for the past year and they are as follows:

Parks Master Plan Projects

Current Parks Master Plan Projects

- Creekside Pool Fence Replacement – Chain fence and barbwire was replaced with ornamental black metal fencing.
- Creekside Pool Shade Cover – Shade cover is being added to provide protection from the sun.
- Basketball Court – Added to Sendaro Springs and Highland Horizon parks.
- Pepper Rock Park Parking – Engineers are currently designing new parking spaces. The county did not approve the first proposal.
- Lighting in Community and Pepper Rock Park – Engineers are designing lighting for the Community Park sports fields, playscape, restroom and parking lot. Lighting will be added to the Pepper Rock basketball court and playscapes.

Future Parks Master Plan Projects

Pending available funding, the District is planning the following projects within the next three years:

- Lighting at Cat Hollow Park- lighting will be added to sport court and trails and electrical outlets used during events will be upgraded.
- Cat Hollow Pavilion – New pavilion will be added to northern end of the park. Design will be similar to pavilion in Sendaro Springs with restrooms, drinking fountains, and picnic table.
- Trail Improvements /Repairs – Engineers are evaluating our granite trail system to make recommendations on how to reduce the impact of rain events and storm water.
- Community Park Sports Field Storage – Outdoor programming continues to improve with soccer and t-ball league participation continuing to grow. With new lighting on the sports fields, we expect these numbers to increase. A storage building is being planned near the park restrooms.
- Community Park Sport Fields – Community Park sports field have no seating or shade for spectators. The district is looking at options to add seating that will blend with the natural surroundings.
- Community Park Playscape Shade - the playscape is popular with the District's camp participants and families on site during outdoor leagues. The District is looking to expand the playscape and add shade.
- Community Park Amphitheater - -The District has no outdoor amenity for music, show, and other programming. Community Park is being considered for an amphitheater.
- Cat Hollow Pool and Park Restroom Rehab – Park side restrooms at Cat Hollow Park and pool need to be expanded and refurbished.
- Refurbish Creekside pool restrooms and storage – Creekside is our oldest amenity. The restrooms will be refurbished and storage added to the office building.

This plan was last update 6/2014. Some of these projects are complete and some are in progress. For details on them, please see the Parks and Recreation Committee meeting agendas and packets on the District website.

LINK: <http://www.bcmud.org/content/3600/3927/4350/default.aspx>

2. Allison Cardwell agreed to be the HOA Alternate to the Brushy Creek MUD Parks and Recreation Committee to fulfill the role in the event Linda is unable. The Board will notify the MUD of the filled alternate position as soon as possible.

No additional issues or concerns were addressed or discussed.

Adjournment, Public Session.

Motion to adjourn was made and seconded. The public session meeting was adjourned at 8:30 PM.

Adjournment, Executive Session.

No executive session was held.

Its: _____

Date: ____/____/201__

END MINUTES

Notice of Hunter Brook HOA Annual Board Meeting

There will be an Annual Meeting¹ of the Board of Directors of the Hunter Brook Homeowners Association to be held on the following date and location listed below:

When: Monday, November 3rd at 7:00PM

Where: Brushy Creek Community Center
16318 Great Oaks Drive
Round Rock, TX 78681

Agenda: (a) Review FY2014 Financials
(b) Budget for Y2015
(c) Director Elections
(d) Neighborhood Entrance Beautification Discussion
(e) Homeowner Q & A

You should attend to provide your input. If you are unable to attend, please submit attached proxy to a board member or send the proxy with someone who can represent your views.

¹Per section 5.03 Meetings; in the HOA CC&R's, "the HOA Board shall deliver to all Members not less than ten (10) nor more than fifty (50) days prior to the date fixed for the said meeting."

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Hunter Brook HOA PROXY

Check one of the lines below to indicate your intention for this instrument:

_____ To be used by the Board of Directors for establishment of quorum only.

OR

_____ To be used by _____ in my stead.

This Proxy is to be voted by the proxy-holder as he/she deems appropriate as well as to establish a quorum. (The name above may be a board member or any other eligible resident.)

The proxy holder named above shall have the power of substitution and revocation and the power to use this proxy and otherwise represent the member at the membership meeting of the Hunter Brook Homeowners Association, Inc. To be held at the time and place set forth above, and at any adjournment or rescheduling thereof in the same manner described herein. The proxy holder may vote upon any matter which may properly come before the meeting. Any act the proxy holder shall take pursuant to this proxy shall have the same effect as if the member were present and so acting. Every proxy shall be revocable by the signer, and shall automatically cease upon conveyance by the Member of enabling lot (home). The undersigned hereby ratifies and confirms all that said proxy agents may lawfully do by virtue hereof.

Owner(s) Signature(s) _____

Print Name _____

Property Address _____

Date Signed: ____/____/2014

Note: All proxies will be reviewed at the meeting and must be approved by the Board before they may become effective.

ANNUAL MEETING OF THE BOARD OF DIRECTORS and HOMEOWNERS OF THE HUNTER BROOK HOA

Homeowner No:	Homeowner's Sign-In Signature	Homeowner	Street Address	Represented by Proxy: Y / N	If by Proxy, Insert Homeowner No.
1		Wofford	8600 Bryer Creek Trail		
2		Phelps	8602 Bryer Creek Trail		
3	<i>Mark Sanderson</i>	Cardwell	8603 Bryer Creek Trail	N	
4	<i>PROXY</i>	Hattenberger	8605 Bryer Creek Trail	Y	TD #21
5		Pergande	8606 Bryer Creek Trail		
6		Browning	8607 Bryer Creek Trail		
7		Gaetjens	8608 Bryer Creek Trail		
8		Huang	8609 Bryer Creek Trail		
9		Cordova	8611 Bryer Creek Trail		
10		Rhynerson	8612 Bryer Creek Trail		
11		Smith*	8613 Bryer Creek Trail		
12		Harralson	8615 Bryer Creek Trail		
13		Ramirez	8616 Bryer Creek Trail		
14	<i>Dawes</i>	Dawes	15800 Chatham Wood	N	
15		Liu	15801 Chatham Wood		
16	<i>Quinn Sellers</i>	Sellers*	15802 Chatham Wood	N	
17	<i>PROXY</i>	Ramirez	15803 Chatham Wood		
18	<i>PROXY</i>	Fugatt	15804 Chatham Wood	N	
19		Baudon de Mony	15806 Chatham Wood		
20		Wiedeme	15808 Chatham Wood		
21	<i>J.P. Boardman</i>	Boardman*	15810 Chatham Wood	N	
22		Guidry	15811 Chatham Wood		
23		Nauert	15812 Chatham Wood		
24		Reeb	15814 Chatham Wood		
25		Higgins	15815 Chatham Wood		
26		Sabodash	15816 Chatham Wood		
27	<i>Rita J. Frank</i>	Frank	15817 Chatham Wood		
28		Pozar	15818 Chatham Wood		
29	<i>Mark J. Friedrich</i>	Friedrich	15820 Chatham Wood	N	
30		Kirkland	15822 Chatham Wood		
31		Paclik	15823 Chatham Wood		
32	<i>PROXY</i>	Hormuth	15824 Chatham Wood	Y	TD #21
33		Bailey	15825 Chatham Wood		
34		Truong	15826 Chatham Wood		
35		Price	15828 Chatham Wood	Y	To Board, Government #2

* Denotes HOA Board Members

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Owner(s) Signature(s) Linda Hattenberger

Print Name Dan + Linda Hattenberger

Property Address 8605 Bryer Creek Trail

Date Signed: 11 / 2 /2014

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Owner(s) Signature(s) [Signature]

Print Name Theodore C. Frank

Property Address 15817 Chatham Wood Dr

Date Signed: 31 / Oct / 2014

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Owner(s) Signature(s) Joanie M. Price

Print Name JOANIE M. PRICE

Property Address 15828 CHATHAM WOOD DR.

Date Signed: 11/3 /2014

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Owner(s) Signature(s) [Signature]

Print Name Richard Horne

Property Address 15824 Chatham Wood Dr.

Date Signed: 11/2/2014

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